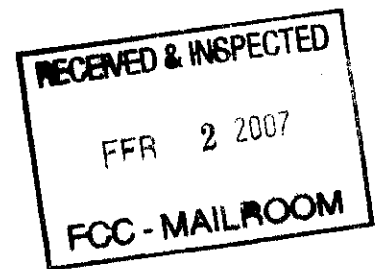


01/30/2007

From: Glacier County Library
Della Dubbe, Director
21 1st Ave. SE
Cut Bank, MT 59427
Phone: 406-873-4572
Fax: 406-873-4845
Email: glibrary@notherntel.net



TO: Federal Communications Commission
Office of the Secretary
445 12th Street, SW
Room TW-A325
Washington, DC 20554

CC Docket No. 02-6

Concerning: **REQUEST FOR REVIEW** of a decision made by USAC in regard to denial of funding. Form 486 Rejection letter was received 10/30/06, Letter of Appeal was sent 11/3/06, Administrator's Decision on Appeal – Funding Year 2006-2007 was received 12/4/06.

BEN: 134930
SPIN #'s: 143002537, 143004404, 143005231
FRN #'s: 1398207, 1398219, 1398230, 1398236, 1398253
486 application number: 350736
Applicant Form 486 Identifier: Yr9 - 2006

The Glacier County Library wishes to appeal USAC's decision in regard to funding for 2006-07.

According to the USAC website:

“State Library Agencies are the preferred approvers for the technology plans of library systems and libraries in their states. USAC will consult with State Library Agencies and will certify their approval process if they affirm the application of the criteria and standards outlined above in Elements of a Technology Plan and Technology Plan Scope and Timeframe.”

Montana State Library is entered in Block 4, #8 of the 486 #350736 as the name of the organization that reviewed and approved our technology plan.

Our technology plan was approved by the Montana State Library on June 30, 2004 for the following three years. (see attachments D, and E)

According to the USAC website:

- The plan must provide a sufficient budget to acquire and support the non-discounted elements of the plan: the hardware, software, professional development and other services that will be needed to implement the strategy;

According to the Administrator's Decision on Appeal:

No. of Copies rec'd 0
List ABCDE

"The technology plan does not identify the actual monetary amounts in your technology budget. . it does not identify how much money is actually coming from these specific sources." (see attachment I)

Notes:

- 1: The plan was approved by the preferred approver, the Montana State Library.
- 2: It does not say in the USAC guidelines that our budget needs to be spelled out in dollars and cents.
- 3: We receive only telecommunications funding.

The entire cost for 2006-07 for telecommunications funding was \$3290.40, the total funding commitment request amount was \$2527.03, our remaining non-discount share was \$763.32.

Per our attached budget for 2006-07 (attachment J):

Line item 345 for telecommunications is: \$2500.00

Line item 380 for professional development is: \$3100.00

I would have been more than happy to include these amounts if asked.

It is, however, hard to include specific amounts in a three year plan since our budget is approved yearly. Hence, in item 5 of the approved technology plan our budget refers to funding sources and where funds are applied and also ensures that those monies will be budgeted yearly.

Attachments:

- A – Fax transmission sheet to Kenneth Stibitz of the USAC.
- B - Letter from Kenneth Stibitz of USAC received 9/11/06 (my replies are in ink).
- C – Technology planning guidelines supplied by Montana State Library. Submitted to Kenneth Stibitz of USAC 9/11/06 and in our Letter of Appeal to the USAC 11/3/06 .
- D – Technology Plan for the Glacier County Library for 7/01/04 – 6/30/2007. Submitted to Kenneth Stibitz of USAC 9/11/06 and in our Letter of Appeal to the USAC 11/3/06.
- E – Technology Plan Approval letter from the Montana State Library dated 6/30/04. Submitted to Kenneth Stibitz of USAC 9/11/06 and in our Letter of Appeal to the USAC 11/3/06.
- F – Form 486 Rejection Letter received 10/30/06.
- G – Fax transmission sheet to Letter of Appeal, Schools and Libraries Division 11/3/06.
- H – Letter of Appeal sent to Schools and Libraries Division 11/3/06.
- I - Administrator's Decision on Appeal – Funding Year 2006-2007 12/04/2006.
- J – Glacier County Library's budget for 2006-07 with pertaining items highlighted.

We have done our best to comply with the requirements of the program and the requests from USAC, Schools and Libraries Division.

Thank you for attending to this Request for Review.

Sincerely,



Della Dubbe, Library Director
Glacier County Library

Glacier County Library

21 FIRST AVE. S.E.

Cut Bank Montana 59427

Attachment
A

FAX TRANSMISSION

DATE: 9/11/06

TO: Schools and Libraries Division

FAX: 973-~~0820009~~ 599-6582

ATTENTION: Kenneth Stibitz

FROM: Della Dubbe

FAX : 406-873-4845

TELEPHONE : 406-873-4572

Number of pages in transmission : 1

SPECIAL INSTRUCTIONS: The following technology plan
applies to FRN #'s 1398207, 1398219, 1398230,
1398236, 1398253,

Case 21-491-041



Attachment
B

Date: September 11, 2006

Glacier County Library

Telephone :

406-873-4572

Form 486 Application Number

350736

Applicant's 486 Identifier

YR9-2006

Mr. Dubbe,

RESPONSE DUE DATE: *September 26, 2006*

The Program Compliance team is in the process of reviewing your Funding Year 2006 Form 486 Receipt of Service Confirmation Form for schools and libraries discounts to ensure that it is in compliance with the rules of the Universal Service program.

FCC rules require that an entity have a written Technology Plan, consistent with the products/services requested on their Form 471, which must be approved in order to receive support for services other than basic local, long distance or cellular service. Additionally, applicants must confirm in their Form 486 that their technology plan was approved before they began receiving services. Answer all of the following questions and provide the requested documentation as indicated. Fax or e-mail the requested information to my attention.

Please send the requested information within 15 calendar days from the date of this letter. It is important that we receive all of the information requested so we can complete our review. Failure to do so may result in a reduction or rejection of the Form 486. If you need additional time to prepare your response, please let me know as soon as possible.

- Does your school/library have an approved technology plan(s), which is/are consistent with the products/services requested on your Form 471 and funding requests listed on your Form 486? Yes or No. If no, please provide an explanation detailing why.
- Please provide a copy of your approved technology plan(s) for all non-basic telecommunications funding requests listed on your Form 486 for the period of service for which you have sought discounts. *Approved plan attached.*
- Please specify in writing the creation date (month/year) of each Technology Plan submitted [dated the Technology Plan was written/prepared] : MM/DD/YYYY

06/30/2004

- Does your school/library possess the Technology Plan Approval Letter(s) issued by the Certified Technology Plan Approver for all funding requests listed on your Form 486? Yes or No. If no, please provide an explanation detailing why.
- Please provide copies of all Technology Plan Approval Letters pertaining to all non-basic telecommunication funding requests listed on your Form 486. *Approval Letter attached.*
- If you are a consortium, please provide the technology plans and Technology Plan Approval Letters for each entity in your consortium for all non-basic telecommunications funding requests listed on your Form 486 (**OR if consortium with more than 350 entities: please provide all Technology Plan Approval Letters and Technology Plans for the following entities (insert names of the randomly selected entities for this consortium).**

If you must provide multiple Technology Plans and/or Approval Letters, clearly identify on the documentation which FRN the document supports.

If you have already submitted a Technology Plan(s) and/or Technology Plan Approval Letter(s), please indicate when and to whom you submitted the documents. Or, if your technology plan and/or Technology Plan Approval Letter is located on your website, please provide the Internet address.

If you are located in the area directly affected by the Hurricane Katrina and you incurred substantial damage as a result of Hurricane Katrina your original technology planning documentation has been destroyed, you are requested to either seek to recreate the destroyed documentation or to request copies of documentation from other parties, such as service providers or technology plan approvers. If your original documentation cannot be replaced or recreated, kindly contact me for further details.

For additional information on Technology Planning, please refer to the USAC Website:
<http://www.usac.org/sl/applicants/step02/faq-about-technology-planning.aspx>

Should you wish to cancel this Form 486 application, or any of your individual funding requests, please clearly indicate in your response that it is your intention to cancel this Form 486 or specific funding request numbers (FRNs). If you intend to cancel any of your funding requests, you should file an FCC Form 500 Adjustment to Funding Commitment and Modification to Receipt of Service Confirmation Form.

Thank you for your cooperation and continued support of the Universal Service Program.

Best Regards,
 Kenneth Stibitz
 Schools and Libraries Division
 Program Compliance
 Voice: 973-581-5119
 Fax: 973-599-6582
kstibit@sl.universalservice.org

Supplied by MT State Librarian Attachment
C

Technology Planning on the Lite Side Revised 2004

- 1) Contact information for the Library. Please include contact information for the director and/or the person responsible for managing the library's technology.
- 2) How do you propose to use telecommunications and information technology to improve library services over the next 3 years? It may be helpful to include some of your library's service goals and show how technology can help you meet those goals.
- 3) How will staff be trained to use these technologies? Include information about available in-state training workshops, which may be applicable and/or other training resources.
- 4) What kinds of telecommunications services, hardware, software, etc. will be needed to improve library services?
- 5) How will your current budget allow you to acquire and maintain the hardware, software, training, and other services necessary to make the technology work for you? What other options are available to help you meet your library's technology needs?
- 6) How will you know whether or not your technology plan has been successful? Who will be responsible for reviewing your plan? How often will you review it? What provisions can you make for responding to new developments and opportunities as they arise?

For FRN #'s 1398207, 1398219, 1398230, 1398236, 1398253

Technology Planning on the Lite Side
7/01/2004 – 6/30/2007

- 1) Glacier County Library
Della Dubbe, Director
21 1st Ave. SE
Cut Bank, MT 59427
Phone: 406-873-4572
Fax: 406-873-4845
Email: glibrary@nortel.net

Attachment
D

- 2) Our goal is to provide equitable access to all citizens of Glacier County. In order to encourage materials borrowing and online usage throughout the county, we will continue to promote our new online catalog and available online databases over the next 3 years.

Our DSL line at the Browning Branch allows our patrons living on the west side of the county access to our online catalog as well as other databases such as our collection of Infotrac databases and the Ebsco Auto Database. These databases and our online catalog, enabled by connectivity through a DSL line, allow us to fulfill the information needs of our local residents. We will work to keep and improve these services.

Five Internet computers, printers, and word processing software, as well as other appropriate software, give shared access in a library setting to citizens in both Cut Bank and Browning. The Blackfeet Indian Reservation makes up a large portion of Glacier County and one in three of our citizens live in poverty. This is the only access to technology available to many of our patrons. These computers will be replaced with new machines this year.

Our regular telephone lines enable patrons to use a technology more readily accessible to all residents in order to make telephone inquiries for books and information.

- 3) Staff training will be scheduled with our Statewide Technology Librarians and staff members are encouraged to take advantage of the many other workshops available. Technology training is offered on a regular basis at the Montana Library Association Conference, the Summer Institute, and the Fall Workshop sponsored by the Montana State Library. Training is offered through coordination with vendors, such as Infotrac and Ebsco, on a regular basis. Other organizations such as the Census & Economic Information Center offer training, and the Pathfinder Federation of libraries offers workshops twice a year. College of DuPage teleconferences are available as well.
- 4) Our 384 K DSL lines added in Cut Bank and Browning one and one half years ago are sufficient to run the computers we have online at present. We may need more bandwidth in the future, as we add computers and services. We are now in need of faster computers with more RAM in both public service areas and staff work areas. We will acquire these in the next three years.

We would also like to join the Montana Shared Catalog when funds allow and need is determined.

- 5) We recently received Gates Staying Connected Grant funding for five new replacement computers and a laser printer in Cut Bank and Browning. This money will be expended in the next year.

We hope to receive LSTA funding to assist us in joining the Montana Shared Catalog in the next few years.

Our yearly county budget enables upkeep of current hardware and software.

A lot of our training is provided without direct cost to us, but we do have a regular yearly budget for training services.

We count on e-rate funding to supplement our budget for connectivity.

- 6) We will know if our plan has been successful if we improve services and increase usage. To ensure this, we will regularly provide patron Internet and database training, while keeping and checking usage statistics. We will survey patrons yearly to determine wants, needs, and level of satisfaction. A patron satisfaction survey is required and will be carried out at the completion of the Gates Staying Connected Grant.

Our technology plan will be reviewed and updated every three years by the library director. State Technology Librarians will be responsible for reviewing and approving our plan every three years. New developments and opportunities will be addressed as they arise by staff members, the director, and the Library Board of Trustees in collaboration.



1515 East 6th Avenue • Helena, Montana 59620-1800 • 406-444-3115
FAX: 406-444-5612 • <http://msl.state.mt.us>

*Attachment
E*

6/30/2004

Della Dubbe, Library Director
Glacier County Library
21 First Avenue SE
Cut Bank MT 59427

Dear Della:

Montana State Library staff has completed the review of the technology plan you submitted in accord with the "Technology Planning on the Lite Side" requirements for participation in the federal E-Rate program.

We are approving your plan as part of your eligibility to apply for FCC telecommunications discounts under the E-Rate program.

Thank you for the time and effort you put into preparing this plan for our review.

Sincerely,

A handwritten signature in cursive script that reads "Darlene Staffeldt".

Darlene Staffeldt
Program Manager
Statewide Library Resources



Universal Service Administrative Company
Schools & Libraries Division

FORM 486 REJECTION LETTER
(Funding Year 2006: 07/01/2006 - 06/30/2007)

October 30, 2006

Della Dubbe
GLACIER COUNTY LIBRARY
21 1ST AVE SE
CUT BANK, MT 59427-2992

*Attachment
F*

Re: Form 486 Application Number: 350736
Applicant Form 486 Identifier: Yr9 - 2006
NCS Bar Code: N/A

Dear Della Dubbe:

This letter is to notify you that the Universal Service Administrative Company (USAC) has rejected your Receipt of Service Confirmation Form (Form 486) identified above. We are unable to process your form because the technology plan did not meet Program requirements or approval of the plan could not be verified.

Program rules require a technology plan for services other than basic local and/or long distance telephone service (wireline or wireless) and require that the technology plan be approved by a USAC-certified Technology Plan Approver prior to the commencement of service. See 47 C.F.R. 54.504(c)(1). Program rules further require the technology plan -

- be written prior to posting the FCC Form 470 and/or Request for Proposal (RFP),
- contain the five required elements (Goals and Strategies, Budget, Needs Assessment, Professional Development, and Evaluation) or, your plan can meet the standards of the Department of Education's Enhancing Education Through Technology (EETT), 20 U.S.C. 6764 as long as it is accompanied by a current operating budget,
- be approved by a USAC-certified Technology Plan Approver prior to receipt of services pursuant to that plan.

Contact the Client Service Bureau (CSB) for further information regarding your Form 486 rejection reason and CSB will inform you of next steps to resolve the issue(s).

For further guidance, review Step 2: Technology Planning on the USAC website at <http://www.universalservice.org/sl/applicants/step02/technology-planning/default.aspx>, and use the "Certified Technology Plan Approver Locator" at <http://www.usac.org/sl/tools/search-tools/tech-plan-approver-locator.aspx> to locate an appropriate approver.

For further guidance on submitting a new Form 486, review Step 10: Form 486 Filing Information at <http://www.usac.org/sl/applicants/step10/form486-filing-information.aspx>

TO APPEAL THIS DECISION:

If you wish to appeal the decision in this letter, your appeal must be received by USAC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and (if available) email address for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Include the following to identify the letter and the decision you are appealing:
 - Appellant name,
 - Applicant or service provider name, if different than appellant,
 - Applicant BEN and service provider SPIN,
 - Form 486 Application Number assigned by USAC as reported above,
 - "Form 486 Rejection Letter" and the funding year (located at the top of this letter), AND
 - The exact text or the decision that you are appealing.
3. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep a copy of your entire appeal, including any correspondence and documentation.
4. If you are an applicant, please provide a copy of your appeal to the service provider(s) affected by USAC's decision. If you are a service provider, please provide a copy of your appeal to the applicant affected by USAC's decision.
5. Provide an authorized signature on your letter of appeal.

To submit your appeal to USAC by email, email to appeals@sl.universalservice.org. USAC will automatically reply to incoming emails to confirm receipt.

To submit your appeal to USAC by fax, fax your appeal to (973) 599-6542.

To submit your appeal to USAC on paper, send your appeal to:

Letter of Appeal
Schools and Libraries Division - Correspondence Unit
100 South Jefferson Road
P.O. Box 902
Whippany, NJ 07981

While we encourage you to resolve your appeal with USAC first, you have the option of filing an appeal directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted in the Reference Area of our website. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

Complete program information is posted to the SLD section of our website. Information is also available by contacting our Client Service Bureau by email using the "Submit a Question" feature on our website, toll-free by fax at 1-888-276-8736, or toll-free by phone at 1-888-203-8100.

Schools and Libraries Division
Universal Service Administrative Company

Glacier County Library

21 FIRST AVE. S.E.

Cut Bank Montana 59427

Attachment
6

FAX TRANSMISSION

DATE: 11/3/06

TO: Letter of Appeal, Schools and Libraries Division

FAX: 973-599-6542

ATTENTION: _____

FROM: Della Dubbe

FAX: 406-873-4845

TELEPHONE: 406-873-4572

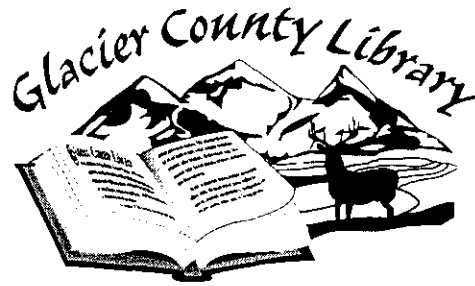
Number of pages in transmission: 10

SPECIAL INSTRUCTIONS: Please acknowledge receipt of
this information as soon as possible.

Thanks, Della Dubbe

11/3/2006

FROM: Glacier County Library
Della Dubbe, Library Director
21 1st Ave. SE
Cut Bank, MT 59427
Phone: 406-873-4572
Fax: 406-873-4845
Email: glibrary@notherntel.net



Attachment
H

TO: Letter of Appeal
Schools and Libraries Division – Correspondence Unit
100 South Jefferson Road
P.O. Box 902
Whippany, NJ 07981
Fax: 973-599-6542

This is a letter of appeal regarding the "Form 486 Rejection Letter" I received today for the Glacier County Library in Cut Bank, MT.

BEN: 134930
SPIN #'s: 143002537, 143004404, 143005231
FRN #'s: 1398207, 1398219, 1398230, 1398236, 1398253
486 Application Number: 350736
Applicant Form 486 Identifier: Yr9 – 2006

In this "Form 486 Rejection Letter", Schools and Libraries Division/USAC said, "We are unable to process your form because the technology plan did not meet Program requirements or approval of the plan could not be verified."

On September 11, 2006, I was contacted by Kenneth Stibitz in Program Compliance who was requesting information on the Glacier County Library's Technology Plan. I faxed this information to him the day of his request. When I spoke to Mr. Stibitz today (phone: 973-581-5119), he confirmed receipt and acceptance of the plan. He passed it on September 17, 2006.

Attached, you will find this same information regarding our Technology Plan – Kenneth Stibitz's letter of request with responses added, the technology planning format received from the Montana State Library, the Technology Plan for the Glacier County Library, and letter of approval for the plan from Darlene Staffeldt, of the Montana State Library. I am also attaching the Form 486 Rejection Letter I received.

Thank you for your attention to this matter.

Please contact me as soon as possible in regard to this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Della Dubbe".

Della Dubbe, Library Director
Glacier County Library



Universal Service Administrative Company
Schools & Libraries Division

Administrator's Decision on Appeal – Funding Year 2006-2007

December 04, 2006

Appeal by Feb 4

*Attachment
I*

Della Dubbe
Glacier County Library
21 1st Avenue SE
Cut Bank, MT 59427-2992

Re: Applicant Name: GLACIER COUNTY LIBRARY
Billed Entity Number: 134930
Form 471 Application Number: 508699
Form 486 Application Number: 486 Not Certified
Funding Request Number(s): 1398207, 1398219, 1398230, 1398236, 1398253
Your Correspondence Dated: November 03, 2006

After thorough review and investigation of all relevant facts, the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) has made its decision in regard to your appeal of USAC's Funding Year 2006 Form 486 Certification Rejection Letter for the Application Number indicated above. This letter explains the basis of USAC's decision. The date of this letter begins the 60 day time period for appealing this decision to the Federal Communications Commission (FCC). If your Letter of Appeal included more than one Application Number, please note that you will receive a separate letter for each application.

Funding Request Number(s): 1398207, 1398219, 1398230, 1398236, 1398253
Decision on Appeal: **Denied**
Explanation:

- Upon thorough review of the appeal letter and relevant documentation, USAC has determined that the technology plan submitted for 2004 to 2007 does not satisfy all of the 5 critical elements: the technology plan does not identify the actual monetary amounts in your technology budget. It does refer to funding sources; but does not identify how much money is actually coming from these specific sources. These elements are described in the USAC website at: <http://www.usac.org/sl/applicants/step02/technology-planning/default.aspx>. You have not demonstrated otherwise in your appeal. Therefore, the appeal is denied.

If your appeal has been approved, but funding has been reduced or denied, you may appeal these decisions to either USAC or the FCC. For appeals that have been denied in

full, partially approved, dismissed, or canceled, you may file an appeal with the FCC. **You should refer to CC Docket No. 02-~~60~~ on the first page** of your appeal to the FCC. Your appeal must be received or postmarked within 60 days of the date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD section of the USAC website or by contacting the Client Service Bureau. We strongly recommend that you use the electronic filing options.

We thank you for your continued support, patience and cooperation during the appeal process.

Schools and Libraries Division
Universal Service Administrative Company

Attachment

01/16/07
15:35:07

GLACIER COUNTY
Expenditure Budget vs. Actual Query
For the Accounting Period: 12 / 06

Page: 1 of 1
Report ID: B100A

Funds 2220-2220

Account Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% (50) Committed
2220 LIBRARY (DUBBE)						
460100 LIBRARY SERVICES						
100 PERSONAL SERVICES	3,122.28	38,551.85	90,100.00	90,100.00	51,548.15	43 % (46%)
140 Employer Contributions	1,229.88	14,220.64	33,000.00	33,000.00	18,779.36	43 %
200 SUPPLIES	270.31	2,281.10	4,500.00	4,500.00	2,218.90	51 %
300 PURCHASED SERVICES	30.00	429.81	6,500.00	6,500.00	6,070.19	7 %
322 PRINT & A/V SERVICES (*)	4,793.22	14,350.80	26,500.00	26,500.00	12,149.20	54 %
340 UTILITY SERVICES	1,557.60	4,632.90	15,000.00	15,000.00	10,367.10	31 %
397 Contract Payments	19.80	235.76	1,500.00	1,500.00	1,264.24	16 %
530 RENT - EQUIP & BUILDING	0.00	600.00	1,440.00	1,440.00	840.00	42 %
Account Total:	11,277.55	79,093.86	192,140.00	192,140.00	113,046.14	41 %
Fund Total:	11,277.55	79,093.86	192,140.00	192,140.00	113,046.14	41 %
Grand Total:	11,277.55	79,093.86	192,140.00	192,140.00	113,046.14	41 %

Professional Development

\$ 763.32 - our mm-discount share
\$ 2500.00 - budgeted amt.

C/

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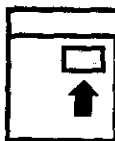
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 PO#
 Sdr GLACIER COUNTY LIBRA
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Time Accepted <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	Scheduled Time of Delivery <input type="checkbox"/> Noon <input type="checkbox"/> 3 PM	\$	\$
Flat Rate <input type="checkbox"/> or Weight	Military <input type="checkbox"/> 2nd Day <input type="checkbox"/> 3rd Day	Total Postage & Fees \$	
Int'l Alpha Country Code	Acceptance Emp. Initials		

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Mo. Day		
Delivery Date	Time <input type="checkbox"/> AM <input type="checkbox"/> PM	Employee Signature
Mo. Day		

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